

ARTICLE 28-02.1

ENGINEER AND LAND SURVEYOR REGISTRATION

Chapter

28-02.1-01	Applications
28-02.1-02	Processing Applications
28-02.1-03	Types of Registration
28-02.1-04	General Requirements
28-02.1-05	Qualifications and Requirements for Engineers
28-02.1-06	Qualifications and Requirements for Land Surveyors
28-02.1-07	Certificates of Authorization - Partnerships - Corporations
28-02.1-08	Certificates and Seals
28-02.1-09	Expirations - Renewals - Reinstatements
28-02.1-10	Examinations and Fees
28-02.1-11	Emergency and Remote Practice by Foreign Practitioners
28-02.1-12	Retired Status
28-02.1-13	Documents Used to Convey Real Property or Any Interest Therein

CHAPTER 28-02.1-01 APPLICATIONS

Section

28-02.1-01-01	Applications - Kinds of Applications
28-02.1-01-02	Completing Applications
28-02.1-01-03	Applications From Nonresidents [Repealed]
28-02.1-01-04	Applications From Applicants With Degrees From Foreign Schools
28-02.1-01-05	Disposition of Applications
28-02.1-01-06	Reconsideration of Applications
28-02.1-01-07	Retention of Records of Applications

28-02.1-01-01. Applications - Kinds of applications. Applications may be submitted to the board for registration as a:

1. Engineer-in-training.
2. Land surveyor-in-training.
3. Professional engineer.
 - a. Examination.
 - b. Endorsement.
4. Registered land surveyor.
 - a. Examination.

- b. Endorsement.
- 5. Professional engineer temporary permitholder.
- 6. Business with a certificate of authorization to practice engineering or land surveying.
- 7. Reinstatement for lapsed registration of a certificate holder.

History: Effective January 1, 1988; amended effective August 1, 1994; April 1, 1999.

General Authority: NDCC 43-19.1-08

Law Implemented: NDCC 43-19.1-08

28-02.1-01-02. Completing applications.

- 1. All data and information requested on the board's application forms must be furnished accurately and completely.
- 2. When space provided on forms is inadequate, use supplementary sheets provided by this board (or if not provided, sheets of a good grade of white paper, eight and one-half by eleven inches [215.90 by 279.40 millimeters] are to be used).
- 3. All applications made to this board must be subscribed and sworn to on the forms used by the applicant before a notary public or other persons qualified to administer oaths.
- 4. In order to allow sufficient time for processing and for securing examinations, all applications which may require examinations must be filed with this board prior to January first for the spring examinations and July first for the fall examinations.
- 5. Withholding information or providing statements which are untrue or misrepresent the facts may be cause for denial of an application.
- 6. It is the responsibility of the applicant to supply correct addresses of all references and to be sure that the references are supplied as requested. If a reference fails to respond, this will delay the processing of an application either until a reply is obtained or another reference is supplied.
- 7. In relating experience, the applicant must account for all employment or work experience for the period of time which has elapsed since the beginning of the employment record. If not employed, or employed in other kinds of work, this should be indicated in the experience record.
- 8. Applications for registration properly executed and issued with verification by the national council of examiners for engineers and

surveyors (NCEES) will be accepted in lieu of the same information that is required on the form prescribed and furnished by this board.

History: Effective January 1, 1988; amended effective August 1, 1994; April 1, 1999.

General Authority: NDCC 43-19.1-08

Law Implemented: NDCC 43-19.1-12

28-02.1-01-03. Applications from nonresidents. Repealed effective April 1, 1999.

28-02.1-01-04. Applications from applicants with degrees from foreign schools.

1. All foreign language documentation submitted with the completed application must be accompanied with translations certified to be accurate by a competent authority.
2. All applicants shall furnish evidence of experience which can be verified.
3. All applicants seeking registration must be prepared to write examinations which are administered in the English language.
4. The board may require foreign curricula to be evaluated by university faculty administering accreditation board for engineering and technology accredited engineering programs, or national council of examiners for engineering and surveying recommendations on foreign engineering curricula may serve as the board's guide for evaluation.
5. Those applicants who for political or other valid reasons are unable to obtain their college transcripts may be required to complete a supplementary application form as approved by the board.

History: Effective January 1, 1988; amended effective August 1, 1994; April 1, 1999; October 1, 2004.

General Authority: NDCC 43-19.1-08

Law Implemented: NDCC 43-19.1-13

28-02.1-01-05. Disposition of applications. Applications may be approved; deferred for further information, more experience, acceptable references, or other reasons as determined by the board; or may be denied.

1. **Approved applications.** When an application is approved by the board showing that the applicant has met all the requirements for registration or certification required by the statutes of this state, the applicant must be granted registration or certification with notification by the executive secretary of the board.

2. **Deferred applications.** Applications deferred for any reason require proper remedy as requested before further consideration by the board.
3. **Denied applications.** Applications may be denied when in the board's judgment:
 - a. Reinstatement is requested after revocation and there is insufficient rehabilitation;
 - b. An application has been denied for cause in other jurisdictions; or
 - c. The applicant has failed to establish the applicant is of good character and reputation.

History: Effective January 1, 1988; amended effective August 1, 1994; April 1, 1999; October 1, 2004.

General Authority: NDCC 43-19.1-08

Law Implemented: NDCC 43-19.1-25

28-02.1-01-06. Reconsideration of applications. Reconsideration may be requested of an application which has been denied or deferred when the request is based on additional information. Request must be made within one year after the decision of the board to deny or defer the original application.

History: Effective January 1, 1988; amended effective August 1, 1994; April 1, 1999.

General Authority: NDCC 43-19.1-08

Law Implemented: NDCC 43-19.1-08, 43-19.1-14, 43-19.1-17

28-02.1-01-07. Retention of records of applications.

1. All applications, approved or deferred, unless otherwise specified in this or other sections of this chapter, will be retained in accordance with North Dakota Century Code section 54-46-10 and article 4-09 of the North Dakota Administrative Code.
2. All applications for which required information has not been furnished for one year or more after the last entry in the applicant's file must be deemed to be an incomplete application. Incomplete applications may be destroyed.
3. Information may be extracted from approved applications to prepare the required publication of the roster. Such information may be stored on computer storage disks or tapes. From time to time information may be added to the records as it is supplied to the board. Added information may include address changes, notices of disciplinary actions, suspensions, lapses, or reinstatements.

4. At all times, upon proof of identity, an applicant's file is available for review. In no case may original documents be altered, removed, or returned. Application records once submitted become the property of the board.

History: Effective January 1, 1988; amended effective August 1, 1994; April 1, 1999.

General Authority: NDCC 43-19.1-08

Law Implemented: NDCC 43-19.1-12